

LSTA CONTINUING EDUCATION REPORT AND EVALUATION
Federal Fiscal Year (FFY) 2005 Program Funds
P.L. 108-81, As Amended

Consultation between the library director and the participant is necessary to complete this form. When the library director is the participant, consultation should occur with the library board chair. See "LSTA Guidelines" at <http://www.statelibrary.sc.gov/lib/funding.html>.

Name of Library:

Today's date:

Name of participant:

Name of event:

Sponsoring organization:

Location:

Dates:

FINANCIAL SUMMARY: Final Budget – Actual Expenditures

If unchanged from the initial proposed budget, check here and proceed to the next section. ☐

	Grant Funds	State Funds	Local Matching	Total Expenses
Registration				
Lodging				
Transportation				
Miscellaneous*				
TOTAL:				

**Attach explanation. Include only expenses for categories that are applicable to the project as improved. See Section IV of CE grant guidelines. Grant funds may be no more than 66% of the total project expenditures. Cash support is the preferred match.*

- Indicate the related 5-Year Plan Goal # _____
- Indicate the related LSTA Purpose # _____
- Actual number of people served/impacted: _____

The CE event that was completed should relate to one or more of the goals the South Carolina State Library included as part of its Five Year Plan and one or more of the six LSTA purposes as noted in the LSTA Guidelines. Also indicate the actual number of individuals impacted/benefiting as a result of the staff member's participation in the CE event.

To be answered by the participant attending the CE event: (Use separate sheet)

- A. What difference has this CE event made to your professional development?
- B. How has the workshop/institute/seminar material/content been applied to your actual work?
- C. As a result of this continuing education opportunity how are you making a difference in the quality library services delivered to the specified target group/population?

To be completed by library director or board chair: (Use separate sheet)

- A. As a result of the professional training provided by the grant, describe how services have improved at your library and the impact of participant's training on the specified target population.
- B. Describe how the information obtained or skills gained by the participant have been shared with other library staff.